

eTravel on the Move



An update on eTravel; Simplifying end-to-end travel for the federal employee. Additional information on the eTravel initiative can be found at: <http://egov.gsa.gov>. Click on eTravel

World-Class Travel
Management for Civilian
Government Agencies

Highlights January 1-15, 2004

eTravel News

- **Functional testing right on schedule, eTS targeted to launch this Spring**

Independent Verification and Validation (IV&V) of the eTravel Services (eTS) began on December 9 at the Dept. of Transportation in DC. IV&V is being conducted in a controlled test environment using predefined travel scenarios and testers from fourteen Executive Branch agencies. The tests are following a strict plan to ensure independent and comprehensive evaluation. The end-to-end functionality of all required travel-related services are being thoroughly tested to ensure the quality of the eTS solutions, minimize deployment risk to the government, and facilitate rapid adoption of the new web-based service by Federal agencies. Any value-added service provided by any of the vendors is also being thoroughly tested.

All three eTS vendors, CWGT, EDS and Northrop Grumman passed IV&V computational accuracy and were granted interim authority to operate (for information security) before IOC began.

December 22, 2003 marked the beginning of the Initial Operational Capability (IOC) of the three eTS solutions. IOC is being conducted at three FAA Bureaus in Oklahoma City, OK. **Live eTS transactions** started on January 7th when travelers in the FAA offices began booking trips for later in January.

eTravel TIP of the MONTH: eTS is transforming federal travel planning; it is also transforming the way agencies purchase services. The eTravel PMO combined with a multi-agency evaluation team has virtually eliminated the need for test pilots, security re-validation, IV&V testing and re-establishing computational accuracy at the agency level. It has all been done. Even SLAs have been developed with the eTS vendors that can be adopted at the agency level. 'By-once, share-many', that is how time and money is saved.

SGTP...inviting all government travel professionals to the next SGTP Annual Conference at Hilton Alexandria Mark Center, February 9-11, 2004

Tuesday February 10th attend the *eTravel Enhances Service* forum from 9-Noon
Presentations will be given on eTravel, eTS solutions, allied GSA travel services and TMC/TSS contracting options

Register online at www.government-travel.org note you are a **Government Customer of eTravel** for **FREE** registration

Starting 2004 eTravel PMO is pleased to announce that 19 BRM agencies submitted commitment letters/MOUs and preliminary migration plans to eTravel prior to December 31, 2003. Thanks goes to the agency executive sponsors and their eTravel migration leads. They have worked closely with the eTravel Customer Service team to move their agencies quickly and efficiently toward adoption of eTS.

The Customer Service team is currently working with the 24 BRM agencies outlining their eTS Economic Analysis / ROI and sharing the eTS pricing model, ordering guidelines and vendor capabilities to facilitate agencies placing task orders.

The March 31, 2004 deadline for all agencies to submit their eTravel migration plans is quickly approaching. The eTravel Customer Service team can help.

Contact us at etravel@gsa.gov or call 703-872-8600 for more information.

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▪ **Federal Travel Regulation is Published**

On December 22, 2003 the FTR amendment 2003-07, FTR Case 2003-303, eTravel Service, was published in the Federal Register. This rule, requiring agencies to complete adoption of eTS by September 2006, is another enabling step towards consolidation of government travel and achieving the goals set forth in the President's Management Agenda to 'improve the internal efficiency and effectiveness of the Federal Government'.

▪ **2004 National Travel Forum, June 28-July1, Dallas, Texas**

Plan to attend The National Travel Forum (NTF) 2004, *Traveling on the Frontier of Change*. June 28 - July 1, 2004, Dallas, Texas. You can register now at www.nationaltravelforum.org.

NTF 2004 is the largest federal community travel event of the year with 36 educational workshop opportunities, dynamic general sessions, and face-to-face exhibit time with travel-related vendors in the "Great Frontier Exhibit Hall." Event participants will learn up-to-date travel changes in federal travel while interacting with policy-makers from federal agencies involved with the regulations, operation, maintenance and scheduling of official travel. Industry experts will also be present to discuss the latest changes and advances in the world of travel.

Some of the most popular NTF 2004 workshops and exhibits are sure to be those focusing on eTravel -- the government-wide, web-based service that will introduce the federal government to world-class travel management practices. Come learn why -- *eTravel puts federal travelers first!*

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